

**Ashland Planning Board  
Amended Minutes  
October 26, 2016**

**CALL TO ORDER:**

Susan MacLeod, chair of the Planning Board, called the meeting to order at 6:30 PM.

**MEMBERS PRESENT:**

Members present for the meeting were Susan MacLeod, Mardean Badger, Cheryl Cox, Carol Fucarile, Fran Newton, and Leigh Sharps

**OTHERS PRESENT:**

Anne Barney, Park and Recreation Director was a visitor

**DISPOSITION OF MINUTES**

The minutes from the October 5, 2016 Planning Board meeting were tabled for this meeting. They will be reviewed by the Board at a future regularly scheduled meeting.

**CORRESPONDENCE**

Members of the Planning Board conducted a Site Walk of the municipal campground Tax Map 12-5-3 as well as the site of the new Marina building M/L 12-5-4. The focus of the Site Walk was to look at the need for a buffer and the campsites on Lots 17 and 20 of the municipal campground and the relation of the trailers on those sites to the boundary line with the Marina. It was determined that the trailer on campsite Lot 17 was directly on the boundary of the property and the trailer on campsite Lot 20 was located over the boundary line and infringing on the Marina property.

Ann Barney advised that she had taken pictures of the campsites Lots 17 and 20 as well as the rest of the campsites in the campground for documentation. She advised that the Town Assessor had recently visited the campground and had visited all campsites.

The Planning Board members talked with Barry Gaw, owner of the Marina property, concerning the construction of a visual buffer between the Marina property and the campground property. Susan MacLeod will update the Site Walk notes so they may be included with the Planning Board meeting minutes. She will add the Planning Board recommendations to the resulting document. The Marina will be sent a reminder concerning the use of the new road on the Marina property as well as a reminder concerning erosion prevention on the property. The Site Walk notes will be updated and sent to all parties involved in the complaint.

If the ownership of Lots 17 and 20 changes the trailers on those sites will be moved away from the boundary. One of the trailers has a platform/deck attached to the trailer. It was determined that a written agreement between the Planning Board and the Marina owner be in place. Ann Barney will respond to the complaint. The Ashland Board of Selectmen may need to deal with a boundary line adjustment in the future. A letter will be sent to all parties in the situation.

The Planning Board discussed the Building Inspector position in relation to land use issues.

The Planning Board discussed the building permits and building fees issues contained in the Town Building Regulations. At the conclusion of the discussion it was determined that the Planning Board would send a memo to the Selectboard to delegate the changing of building permit and building application fees from the Selectboard back to the Planning Board. The memo requests a discussion and an agreement between the Selectboard and the Planning Board on the fees issue.

The Planning Board discussed the issue of town residents hooking up to the town sewer system. It was determined that if a town resident has a working septic system on their property for their sewer use the resident does not have to hook up to the municipal sewer system. If the septic system fails the resident does need to hook up to the municipal sewer system. Any new construction undertaken in town the owner of the site needs to hook up to the municipal sewer system.

The Planning Board discussed briefly the issue of signage in town. Further discussion needs to take place before a final decision can be made on the issue.

The Planning Board signed the milar for the Boundary Line Adjustment at Whitten Woods. The Boundary Line Adjustment at Whitten Woods was approved at their regularly scheduled meeting on June 1, 2016.

### **ADJOURNMENT**

**The next meeting of the Board will be Wednesday, November 2, 2016 6:30 pm at the Ashland Elementary School Library.**

With nothing more to come before the Board Fran Newton made a motion to adjourn. Carol Fucarile seconded the motion. With all votes in the affirmative the Board adjourned. The meeting adjourned at 7:45 PM.

*Minutes submitted by Paula Hancock*

**Ashland Planning Board  
Site Walk Notes  
October 24, 2016**

Members Present: Susan MacLeod (chair), Mardean Badger, Cheryl Cox, and Carol Fucarile.  
Others Present: Kathleen DeWolfe, Conservation Commission; Ann Barney, Park & Recreation Director; property owner (NHNY Marina Development, LLC) representatives Matt Dickson and Barry Gaw

The site walk for Case 2016-07, Tax map & lot 012-005-004, Site Plan for NHNY Marina Dry Stack building, convened at 4:38 pm at Riveredge Marina, 283 River Street and proceeded to the boundary line between the Town campground and the dry stack construction site.

Referring to the plan approved on August 3, 2016 and observing the site, the following points were made:

- The logging did not appear to be extensive, too small to need an intent-to-cut permit, and stumps indicated there had not been many larger trees;
- There was no cutting within the 25 ft. setback abutting the campground;
- There was evidence that some clearing of brush and saplings had been done in the past particularly behind site #17 camper;
- RV camper on site #17 was on the boundary stonewall;
- RV camper on #20 was over the boundary line (that part of wall was missing);
- There was a wooden platform next to camper #20 on the other side of the boundary stonewall which appeared to be entirely on the marina property.

Discussion points on buffer and campers not meeting setback:

- Both properties are commercial use in Rural Residential Zone;
- As municipal property, the campground does not have to meet zoning requirements, but addressing camp site configurations was suggested;
- Buffer options offered by Mr. Gaw included some evergreen plantings and/or banking at the setback abutting the campground;
- A lot line adjustment was suggested as solution to boundary infringement, but no details of covering costs were discussed.

The Planning Board will discuss this at the next scheduled meeting, Wednesday, October 26, 2016 at the Town Office and Ann Barney will be informed of any decisions or actions to be taken in regard to communicating with the lease-holders of the sites involved.

Adjourned at 5:22 pm

*Notes by Susan MacLeod*

